SUBMIT BIDS TO:	CITY OF TUSCALOOSA P.O. BOX 2089 TUSCALOOSA, AL 35403	PURCHASING OFFICE 2201 UNIV. BLVD. TUSCALOOSA, AL 35401	**INVITATION TO BID** CITY OF TUSCALOOSA

BID TITLE **PORTABLE X-RAY SYSTEM**	BID NO. 5010-070115-1
PAGE 1 OF 9 PAGES	**BIDS WILL BE OPENED AT 2:00 PM ON JULY 1, 2015 IN THE OFFICE OF THE PURCHASING AGENT, 2201 UNIVERSITY BLVD. TUSCALOOSA, AL 35401 AND MAY NOT BE WITHDRAWN FOR THIRTY (30) DAYS AFTER SUCH DATE & TIME.**	ISSUE DATE 06/15/2015

MAYOR
WALTER MADDOX

COUNCIL MEMBERS

PHYLLIS W. ODOM — **MATTHEW CALDERONE**
HARRISON TAYLOR — **KIP TYNER**
CYNTHIA LEE ALMOND — **EDDIE PUGH**
SONYA McKINSTRY

CITY CLERK
TRACY B. CROOM

PURCHASING AGENT
DAVID COGGINS

Vendor Information

(SECTION TO BE COMPLETED BY VENDOR)

_____
Company Name (Please Print)

_____ _____
Phone Number **Fax Number**

_____
Email Address

GENERAL CONDITIONS OF INVITATIONS TO BID

1. **PREPARATION OF BIDS**
   Bids will be prepared in accordance with the following:
   (a) Our enclosed Bid Proposal Form is to be used in submitting your bid.
   (b) All information required by the Bid form shall be furnished. The bidder shall print or type his name and manually sign the schedule and each continuation sheet on which any entry is made.
   (c) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
   (d) Proposed delivery time must be shown and shall include Sundays and holidays.
   (e) Bidder will not include federal taxes nor State of Alabama sales, excise, and use taxes in bid prices as the City is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.
   (f) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions and all other contract documents.
   (g) Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment as required by the bid conditions. No plea of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.
   (h) Bidders are advised that all City Contracts are subject to all legal requirements provided for in the Purchasing ordinance and/or State and Federal Statutes.
2. **DESCRIPTION OF SUPPLIES**
   (a) Any manufacturer's names, trade names, brand name, or catalog numbers used in specifications are for the purpose of describing and establishing general quality levels. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. Bids will be considered for any brand which meets the quality of the specifications listed for any items.
   (b) Bidders are required to state exactly what they intend to furnish, otherwise they shall be required to furnish the items as specified.
   (c) ***Bidders will submit, with their proposal, data necessary to evaluate and determine the quality of the item(s) they are bidding.***
3. **SUBMISSION OF BIDS**
   (a) Bids and changes thereto shall be enclosed in sealed envelopes addressed to David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, Alabama. The name and address of the bidder, the date and hour of the bid opening and the material or service bid on shall be placed on the outside of the envelope.
   (b) Bids must be submitted on the forms furnished. Telegraphic bids will not be considered.
4. **REJECTION OF BIDS**
   (a) The City may reject a bid if:
      1. The bidder misstates or conceals any material fact in the bid, or if,
      2. The bid does not strictly conform to the law or requirement of bid, or if,
      3. The bid is conditional, except that the bidder may qualify his bid for acceptance by the City on an "all or none" basis, or a "low item" basis. An "all or none" basis bid must include all items upon which bids are invited.
   (b) The City may, however, reject all bids whenever it is deemed in the best interest of the City. The City may also waive any minor informalities or irregularities in any bid.
5. **WITHDRAWAL OF BIDS**
   (a) Bids may not be withdrawn after the time set for the bid opening for a period of time as specified.
   (b) Bids may be withdrawn prior to the time set for the bid opening.

6. LATE BIDS OR MODIFICATIONS

(a) Bids and modifications received after the time set for the bid opening will not be considered.

(b) Modifications in writing received prior to the time set for the bid opening will be accepted.

7. CLARIFICATIONS OR OBJECTION TO BID SPECIFICATIONS

If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications or other bid documents of any part thereof, he may submit to the Purchasing Agent on or before five (5) days prior to scheduled opening a request for clarification. All such request for information shall be made in writing and the person submitting the request will be responsible for it prompt delivery. Any objection to the specifications and requirements as set forth in this bid must be filed in writing with the Purchasing Agent on or before five (5) days prior to scheduled opening.

8. DISCOUNTS

(a) Bidders may offer a cash discount for prompt payment; however, such discounts shall NOT be considered in determining the lowest net cost for bid evaluation purposes. Bidders are encouraged to reflect cash discounts in the unit prices quoted.

(b) In connection with any discount offered, time will be computed from the date of receipt of supplies or services or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date of mailing of the check.

9. SAMPLES

Samples, when required, must be submitted within the time specified at no expense to the City of Tuscaloosa. If not destroyed or used up during testing, samples will be returned upon request at the bidder's expense, unless stated otherwise in Special Conditions or Specifications. Each individual sample must be labeled with bidder's name and manufacturer's brand name and number.

10. AWARD OF CONTRACT

(a) The contract will be awarded to the lowest responsible bidder based upon the following factors: quality, conformity with specifications; purpose for which required; terms of delivery; transportation charges; dates of delivery.

(b) The city reserves the right to accept and award item by item, and/or by group, or in the aggregate, unless the bidder qualifies his bid by specified limitations. Re Par.4(a)3.

(c) If two or more bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded to a local bidder.

(d) Prices quoted must be FOB Tuscaloosa with all transportation charges prepaid unless otherwise specified in the Invitation to Bid.

(e) A written award of acceptance (Purchase Order), mailed or otherwise furnished to the successful bidder shall result in a binding contract.

11. DELIVERY

(a) Deliveries are to be FOB Destination unless otherwise specified in the Invitation to Bids.

(b) Deliveries are to be made during regular business hours.

12. CONDITION OF MATERIALS AND PACKAGING

All items furnished must be new and free from defects. No others will be accepted under the terms and intent of this bid. All containers shall be new and suitable for storage or shipment, and price bid shall include standard commercial packaging.

13. CLAIMS

Successful bidder(s) will be responsible for making any and all claims against carriers for missing or damaged items.

14. LOCAL, STATE, AND FEDERAL COMPLIANCE REQUIREMENTS

Bidders shall comply with all local, state, and federal directives, orders and laws as applicable to this bid and subsequent contract(s).

15. PROVISION FOR OTHER AGENCIES

Unless otherwise stipulated by the bidder, the bidder agrees when submitting his bid to make available to all City agencies, departments, and in-city municipalities the bid prices he submits, in accordance with the bid terms and conditions, should any said department, agency, or municipality wish to buy under this proposal.

16. COLLUSION

The bidder, by affixing his signature to this proposal, agrees to the following: "Bidder certifies that his bid is made without previous understanding, agreement, or connection with any person, firm, or corporation making a bid for the same items and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action".

17. VARIANCE IN CONDITIONS

Any and all special conditions and specifications attached hereto which varies from General Conditions shall have precedence.

18. MINORITY / DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

The City of Tuscaloosa has voluntarily adopted a Minority / Disadvantaged Business Enterprise ("MBE/DBE/WBE") Program called Tuscaloosa Builds, which is designed to encourage the participation and development of minority and disadvantaged business enterprises and to promote equal business opportunities to the fullest extent allowed by state and federal law. To learn more about this program, visit http://www.tuscaloosarecovery.com/blog/category/tuscaloosa-builds/.

** **PRELIMINARY BID TAB WILL BE POSTED ON THE CITY'S WEBSITE ONCE AVAILABLE.**

SPECIAL CONDITIONS

The General Conditions of Invitations to Bid and any Special Conditions stated shall be considered as part of the specifications of the bid.

Reference to brand names and numbers is descriptive, but not restrictive, unless otherwise specified. Bids on equivalent items meeting the standards of quality thereby indicated will be considered, providing the bid clearly describes the article offered and indicates how it differs from the referenced brands. Descriptive literature and manufacturer's specifications plus any supplemental information necessary for comparison purposes must be submitted with the bid or the bid on that item will be rejected. Reference to literature submitted with a previous bid or on file with the Division of Purchasing will not satisfy this requirement.

The burden is on the bidder to demonstrate that the item bid is equivalent to the item specified in the ITB. Any exceptions taken to any item(s) must be fully explained in written detail on bidders' letterhead and attached to the bid when submitted.

Awards shall be made or contracts entered into with the lowest responsible bidder meeting all specifications and terms and conditions established by the Division of Purchasing. The Division of Purchasing reserves the right to determine the lowest responsible bidder on the basis of an individual item or group of items. Delivery dates may be a factor in awards. Local Bidder Preference will be used in bid evaluation in accordance with State of Alabama Bid Law Section 41-16-50(a).

The issuance of a City of Tuscaloosa Purchase Order or Purchasing Card is required to constitute a contract between the vendor and the City of Tuscaloosa, which shall bind the vendor to furnish and deliver the commodities and/or services ordered at the prices, terms, and conditions quoted.

Questions concerning the bid process should be directed to David Coggins at (205) 248-5186 or dcoggins@tuscaloosa.com (e-mail is preferred). Questions concerning Specifications should be directed to Captain Mike Kearney at (205) 248-4506.

Any addendums issued for this bid will be posted on the City Of Tuscaloosa website at http://www.tuscaloosa.com/e-services/bids. It is the responsibility of the bidder to check this page for any addendums before submitting their bid.

Vendor to submit the following:

- **Signed Special Conditions page**
- **Any necessary descriptive literature and/or specifications information as outlined above and in Specifications**
- **Completed and signed Bidder's Response Form**

NOTE: Sheet(s) submitted without Company Name & Signature WILL NOT be considered for bid award.

Bid submissions shall be submitted in a sealed envelope and addressed to: David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, Alabama. The name and address of the bidder, the date and hour of the bid opening and the Bid Title shall be placed on the outside of the envelope.

VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.

SPECIFICATIONS

It is the intent of these specifications to describe a Portable X-Ray Diagnostic System with a Supplemental Targeting Component for use by the City of Tuscaloosa Bomb Squad. These specifications are describing and stating the minimum requirements needed for this piece of equipment to perform a certain function. Bids submitted that do not meet all of these minimum specifications, or equal to, are subject to bid rejection.

Bidders shall provide complete descriptive literature and/or product brochures with their bid. Failure to provide submit sufficient product information necessary for complete product evaluation will render bid subject to rejection.

TECHNICAL SPECIFICATIONS

The X-Ray Diagnostic System must meet the following specifications:

- **The x-ray system must meet the NIJ Standard for Portable X-Ray Systems for use in bomb identification and bomb interdiction 0603.1.**
- **Be computed radiography. System must generate x-ray imagery capable of being immediately available (after processing) for digital viewing and available to computer image enhancement tools.**
- **The software application suite must be able to store and export radiographic images in commonly used computer formats (.jpg, .pdf, .gif, .tif, .png, etc.) and must also be capable of exporting and storing raw data from image acquisition.**
- **The x-ray system software application must also include enhancement tools commonly used in image manipulation.**
- **Incidents and projects specific data (event specific information: technicians name, location and address, notes, component information, etc.) must be stored along with the series of x-ray images.**
- **The software system utilized by the x-ray system must be compatible with the Windows based network of the City of Tuscaloosa.**
- **The x-ray system must be capable of contact free image processing, allowing the generation of subject x-ray images without subject manipulation and also allowing images to be processed for viewing without modification to the capture media.**
- **The x-ray generator component must be entirely powered by low voltage batteries or in a manner which allows an operator to select low voltage battery or AC-mains power operation.**
- **The x-ray system must comprise all components used in the production, capture, display, and storage of an x-ray image.**
- **Include a protective case allowing all components and accessories to be stored and transported as a complete unit.**
- **Able to fully resolve the copper resolution grid and be capable of permitting all of the 33 AWG tungsten wires of the test pattern behind 10 mm (0.4 in) of steel to be seen, while maintaining visibility of the lead corner pieces of the test pattern when tested in accordance with National Institute of Justice Standard 0603.1 Section 3.1.1.**
- **Have an exposure element capable of providing an exposure area of at least 39.1 cm vertically by 39.1 cm horizontally (15.4 in vertical x 15.4 in horizontal) at a source to target distance of 59cm ± 5 cm (24 in ± 2 in) while maintaining the exposure above under the standard above.**
- **The image capture unit must be capable of providing image information to within 12 mm or less of the surface on which it is placed with no degradation of image quality over the entire surface of the image.**
- **The image capture component must utilize reusable media.**
- **The image acquisition period cannot exceed 240 s.**
- **The exposure leakage radiation from the x-ray shall not exceed 1mSv in any 1 h period of operation when measured in accordance with a National Institute of Justice approved leakage radiation test.**

- **In regards to electrical safety, the portable x-ray system shall meet the applicable requirements of UL 61010A-1 as amended, and/or IEC 61010-1, as amended, IEC 60601-2-7, as amended and IEC 60601-2-28, as amended**
- **The x-ray shall meet the requirements for susceptibility to interference from electromagnetic radiation and for emission of electromagnetic interference**
- **When adjusted to meet minimum performance specifications, the x-ray shall meet the requirements of 47 CFR Part 18, as amended, and/or CISPR 11, as amended.**
- **When tested for RF emissions in accordance with IEC 61000-4-3, using the test specifications given in IEC 61000-6-1, as amended, and when adjusted to meet minimum requirements listed above, the x-ray system must not malfunction.**
- **When tested for Electrical Fast Transient Burst, the x-ray system shall not malfunction when tested in accordance with IEC 61000-4-4, as amended, using the specification in IEC 61000-6-1, as amended.**
- **In testing for Radio Frequency Common Mode, when adjusted to meet the requirements of NIJ Standard 0603.1 Section 2.1, the x-ray system shall not malfunction when tested in accordance with IEC 61000-4-6 while using the test specifications given in IEC 61000-6-1**
- **In testing for Surges related to Conducted Susceptibility, the x-ray system shall not malfunction when using the test specifications given in IEC 61000-6-1, as amended when tested in accordance with IEC 61000-4-8.**
- **The x-ray shall not malfunction when tested for Voltage Dips and Interruptions related to Conducted Susceptibility in accordance with IC 61000-4-11 while using the test specification given in IEC 61000-6-1 when adjusted to meet the requirements of NIJ 0603.1 Section 2.1**
- **All batteries used must be of a type commonly available and easily replaceable.**
- **The X-ray must meet the radiation leakage requirements given and the image quality requirements given after being tested in accordance with IEC 60068-2-29, as amended, using 100 bumps applied to each of the six sides (top, bottom, left, right, front and back) of each component of the x-ray system with each bump having a nominal peak acceleration of 15 g (150 m/s^2) and a nominal pulse duration of 6 ms.**
- **The x-ray system shall meet the leakage radiation requirement of NIJ Standard 0603.1 Section 2.2.1.1 and the image quality requirement of NIJ Section 2.1.1 after each component (x-ray generator module, image capture unit, and control and display unit) properly contained within its transport case has been tested in accordance with the requirements of IEC 68-2-32 Procedure1, 1975, for each face and corner of the component when contained in its transport case and a fall height of 0.3 m ± 0.03 m.**
- **The portable x-ray system shall have a Temperature Stability and Range which allows it to operate over the ambient temperature range of at least -18^o C to 43.5^o C (0^o F to 110^o F). This requirement must be evaluated under, or by testing in accordance with MIL_STD-810F Method 501.4, as amended, Procedure II, at 43.5^o C ± 3^o C (110^o F ± 5.4^o F) after being exposed to that temperature continuously for 24 h ± 1 h, then cooled to -18^o C ± 3o C (0^o F ± 5.4^o F) within 4h ± 0.5 h and tested in accordance with MIL-STD-810F Method 502.4, as amended Procedure II at -18^o C to 43.5^o C (0^o F to 110^o F) after being exposed to that temperature continuously for 24h ± 1h.**
- **The detector shall have been tested in accordance with the requirements of MIL-STD-810F Method 507.4 Procedure III, 10 Cycles, as amended to determine Relative Humidity Stability and Range.**
- **The portable x-ray system shall meet or exceed the requirements for compliance with IEC 60529, as amended, classification IP54.**
- **The x-ray generator shall be capable of being used while affixed to a photographer's tripod having a ¼-20 UNC (1/4 in BSW) thread mount.**
- **The x-ray system shall be compatible with and capable of interfacing with the acquired Supplemental Precision Targeting Component and must incorporate the results of the Supplemental Precision Targeting Components as a visible image or scale representation, overlay or composite to the imagery of the control and display unit of the x-ray system while utilizing the same software system.**
- **The portable x-ray system shall have an activation device that permits the generation of x-rays only when actuated by the operator. The portable x-ray system shall be designed so that it cannot operate without an interlocking key and so that the interlocking key cannot be removed while the portable x-ray system is operating.**

- **The portable x-ray system must have a means by which the operator can delay the exposure by at least 1 minute from the instant of activation.**
- **The x-ray generator shall have an audible warning device that indicates when it is powered and in a state of readiness to emit radiation, when and if the timer of the exposure delay has been activated and is in a state of counting down to emission, and when it is emitting radiation. The audible alarm for these states shall be distinguishable. The audible indicator shall produce an alarm-state sound pressure level (SPL) of 85 ± dB_{spl} 5 dB_{spl}, at a distance of 80 cm (31 in) from detector as measured in accordance with the audible alarm test in NIJ Standard 0603.1 Section 3.3.3.1.1.**
- **The x-ray generator module shall have a visual warning device that indicates when it is powered and in a state of readiness to emit radiation, when and if the timer of the exposure delay has been activated and is in a state of counting down to emission, and when it is emitting radiation. The visual device for these states shall be distinguishable. The visual indicator shall be readily observable when tested in accordance with the visual alarm test of NIJ Standard 0603.1 Section 3.3.3.1.2. The visual indication on the x-ray generator shall be the same as when operator remotely via computer control.**
- **Control software for the X-ray Diagnostic system shall not allow the operator to adjust the x-ray output power to a value less than the minimum operational requirement for a given pairing of the x-ray generator module and image processing unit.**
- **The control and display unit shall either provide a countdown alarm that emulates that provided by the x-ray generator mobile unit when it is operated in manual, mode shall not affect the alarm indication on the x-ray-generator when operated entirely via the control and display unit.**
- **The entirety of the portable x-ray system, including carrying cases and any required battery chargers shall have a total weight less than 50 kg (110 lb.). The maximum weight of any one component of the x-ray system shall be less than 16 kg (35 lb.).**
- **Any switch or push button on the x-ray generator shall have a contact area of at least 5 mm by 5 mm or a diameter of at least 5 mm.**
- **The portable x-ray generator when controlled remotely via the control and display unit shall have a minimum delay of 60 s between the time the power switch on the x-ray generator module is toggled to the on position and the time the x-ray generator module becomes powered.**
- **The manufacturer shall supply any adapters or unique equipment required to test the portable x-ray system. Testing items are to remain the property of the supplier and will be return at the conclusion of testing unless an additional separate agreement is made.**
- **The manufacturer shall provide an instrument for testing the status of the batteries used in the portable x-ray system.**
- **If the x-ray tube is readily replaceable in the field, replacement shall be achievable with simple manual tools or by using a manufacturer provided tool kit.**
- **A printed operator manual shall be provided by the manufacturer or distributor with the portable x-ray system. The manual shall clearly state, in English, the instructions for the interconnection, checkout, operation, and maintenance of the complete portable x-ray system and shall also:**
    - **Inform the user of government regulation and industry standards applicable to the operation of the portable x-ray system, for use in the United States.**
    - **Inform the user of the hazards involved in the proper use of the portable x-ray system and the need for proper training and supervision in said use.**
    - **Describe the appropriate personnel radiation monitoring devices for use with the portable x-ray system. Such instructions may include references to specific commercially available monitoring devices, and shall include a description of the radiation encountered and how the radiation should be monitored.**
    - **Provide information relative to optimizing the imaging of objects, such as collimator, settings, and grids.**
    - **List recommended aperture-to-object distances and various object sizes.**

  - **List recommended exposure settings for these recommended distances and various types of objects (such as pipe bombs, shoebox bombs, etc.).**
  - **Provide recommended distances between the aperture and the image capture unit to ensure full exposure of the active area of the image capture unit.**
  - **Provide typically safe distances from and in front of the aperture in open-air conditions.**
  - **State the approximate operational time before battery replacement or recharging is necessary for the x-ray generator when the maximum x-ray output power is selected and for the digital capture unit, if used.**
  - **State whether the x-ray tube is capable of being changed in the field, and if so, state the tools necessary to enable such a change.**
  - **Provide an indication of the recommended extremes of operating and storage temperatures.**
  - **If the portable x-ray system has the ability to use a wireless link for control purposes, it shall be stated that the RF wireless system may be subject to electromagnetic interference, which may cause the x-ray source to emit accidentally.**
- **The housing controlling the control and display unit shall be labeled in a prominent position with the following directive: "Activate only when at least 6m (20 ft.) behind the x-ray generator module.**
- **The x-ray generator module should be labeled on two external sides with the radiation symbol designated by the US Nuclear Regulatory Commission in 10 CFR 20.1901 and with words to the effect, "Caution, x-ray system activated when light is on".**
- **The control and display unit of the portable x-ray system shall be permanently marked with the functions and settings of all switches, controls, and displays. It shall not be possible to set the controls to a function mode of operation that is not explained in the user manual. Every control shall be labeled and the labeling shall at a minimum be consistent with one of the functions of the control.**
- **Be utilized in the curriculum for certification and re-cert at Hazardous Devices School, Huntsville Alabama**

The Supplemental Precision Targeting Component must meet the following specifications:

- **Be compatible with and capable of interfacing with the acquired x-ray system and must incorporate the results of the Supplemental Precision Targeting Components as a visible image or scale representation, overlay or composite to the imagery of the control and display unit of the x-ray system.**
- **Be capable of functioning through the same control software as the x-ray generator, image capture unit and image display unit.**
- **Include all manufactured components essential to achieving accurate targeting solutions.**
- **Include a printed operator manual that shall be provided by the manufacturer or distributor with the supplemental precision targeting component. The manual shall clearly state, in English, the instructions for the interconnection, checkout, operation, and maintenance of the complete supplemental precision targeting component and shall also:**
  - **Inform the user of the hazards involved in the proper use of the portable x-ray system and the need for proper training and supervision in said use.**
  - **Provide information relative to optimizing the imaging of objects, such as collimator, settings, and grids.**
- **Incorporate the use of multiple grid image size options.**
- **Be utilized in the curriculum for certification and re-cert at Hazardous Devices School, Huntsville Alabama**

BIDDER'S RESPONSE FORM

MESSAGE TO BIDDERS: Please review your bid documents for accuracy, completeness, required documentation, and necessary signatures before submitting. Please label the outer mailing/shipping package with the bid information as directed.

BID PRICE: _____

MAKE/MODEL: _____

DELIVERY TIME: _____

COMPANY NAME: _____

CONTACT PERSON: _____

COMPLETE MAILING ADDRESS: _____

_____

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

TELEPHONE NUMBER: _____**FAX NUMBER:** _____

E-MAIL ADDRESS: _____

COPIES SUBMITTED:

_____**VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.**

NOTE: BY SIGNING THIS CONTRACT, THE CONTRACTING PARTIES AFFIRM, FOR THE DURATION OF THE AGREEMENT, THAT THEY WILL NOT VIOLATE FEDERAL IMMIGRATION LAW OR KNOWINGLY EMPLOY, HIRE FOR EMPLOYMENT, OR CONTINUE TO EMPLOY AN UNAUTHORIZED ALIEN WITHIN THE STATE OF ALABAMA. FURTHERMORE, A CONTRACTING PARTY FOUND TO BE IN VIOLATION OF THIS PROVISION SHALL BE DEEMED IN BREACH OF THE AGREEMENT AND SHALL BE RESPONSIBLE FOR ALL DAMAGES RESULTING THEREFROM.

FAILURE TO COMPLETE ALL OF THE ABOVE WITH AN AUTHORIZED SIGNATURE MAY SUBJECT BID TO REJECTION.

NON-BIDDERS RESPONSE FORM

For purposes of maintaining accurate bidder's list and facilitating your firm's response to our invitation for bid, the City of Tuscaloosa is interested in ascertaining reasons for prospective bidders' failure to respond to invitations for bids. If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and returning this form to Mr. David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, Alabama 35401. Failure to either submit a bid proposal or return this form may result in removal of your firm's name from our bidder's lists. Thank you for your cooperation.

We are not responding to this invitation for bid for the following reason(s):

____ **Items or materials request not manufactured by us or not available to our company.**

____ **Our items or materials do not meet specifications.**

____ **Specifications not clearly understood or applicable (too vague, too rigid, etc.)**

____ **Quantities requested are too small.**

____ **Insufficient time allowed for preparation of bid.**

____ **Incorrect address used: Correct mailing address is:**

_____

____ **Our branch/division handles this type of bid. Correct name and mailing address is:**

_____

____ **Other reason(s):**_____

Company Name:_____
Address:_____
City/State/Zip:_____

_____
Signature:_____